

# **Jefferson County Nutrition Project Council**

## **Minutes of Meeting**

### **July 31, 2012**

#### **Call to Order**

The meeting was called to order at 2:00 p.m.

#### **Roll Call**

Present: Marcia Bare, Jefferson; Carolyn McCleery, Fort Atkinson; Barb Natrop, Palmyra; Judy Pinnow, Rome; Rita Kannenberg, Waterloo.

Also Present: Beth Eilenfeldt, Sharon Endl & Sue Torum, staff; and the following site managers: Linda Winterland, Patti Hills, Donna Gnabasik, and Martha Parker.

Torum made several announcements: Linda Winterland has joined us as the Lake Mills Site Manager, replacing Betty Droster who has retired. Sandy Shannon, previous site manager in Jefferson has passed away. Beth Eilenfeldt is now managing the Johnson Creek Site which is open on Mondays only.

#### **Certification of Compliance with Open Meetings Law**

The agenda was provided to the official county paper prior to the meeting in compliance with the open meetings law.

#### **Review of Agenda**

The agenda was reviewed and there were no changes.

#### **Citizen Comments**

None.

#### **Approval of Minutes**

The 1/24/2012 meeting minutes were approved in a motion made by McCleery, seconded by Natrop and passed unanimously.

#### **Communications**

Torum read a letter from Dale Vogel of Hoffman House dated 7/27/2012 terminating the catering contract 8/31/2012. Torum also received an email from the Greater WI Agency on Aging Resources with copies of the top 9 posters celebrating healthy eating in WI. Managers were asked to share with their participants and send in the results by 8/17.

#### **Discussion with Caterer**

Vogel did not attend this meeting so the upcoming changes were discussed. Torum has contacted Terry Feil of Feil's Catering and he is very interested in serving Jefferson County again. Managers were told that we will be bidding the program out again, and there is no guarantee that Feil will be the caterer in 2013; so they need to communicate this very clearly with their participants.

The discussion centered on the potential changes in delivery/serving times. We will revert back to a one day in advance reservation system and will ask Feil to consider assigning the same driver

to our routes and having the driver temp the meals with the site manager at delivery time. Eilenfeldt has developed a list of things Feil's will need to know moving forward since there have been changes in Jefferson County since he last had the contract. These were reviewed.

The change to Feil's Catering will likely result in increased costs. The ADRC Advisory Committee will be asked to support a twenty five cents increase in the suggested donation at the August meeting, 8/7. Nutrition Project council members supported this action.

### **2013-2015 Aging Unit Plan**

Torum has completed the draft 2013-2015 Aging Unit Plan. The priority areas regarding Alzheimer's Initiatives, Senior Dining Modernization, Emergency Preparedness and Evidenced Based Prevention Programming were reviewed.

### **Caregiver Coalition**

Posters regarding the Caregiver Coalition were passed out and managers were asked to put them on their bulletin boards.

### **Set Next Meeting Date & Agenda**

The next meeting is scheduled for October 23rd. This will be a meeting for project council members only since site managers will be going to an all day training earlier in the month. Agenda items will include bid package, donations, and ways to revamp quarterly meetings.

### **Adjourn**

A motion to adjourn was made by Pinnow, seconded by Kannenberg and passed unanimously,

Respectfully submitted,

Susan Torum, Manager  
Aging & Disability Resources Division